

**IDAHO LICENSING BOARD OF PROFESSIONAL COUNSELORS AND
MARRIAGE AND FAMILY THERAPISTS**
Division of Occupational and Professional Licenses
P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 7/30/2020

BOARD MEMBERS PRESENT: Dennis M Baughman, LCPC - Chair
Spencer Zitzman, Ph.D., LMFT
Regina R Moro, Ph.D., LPC
Steven I Lanzet, LCPC, LMFT
Tami S Kammer, LMFT, LCPC

DIVISION STAFF: Dawn Hall, Deputy Division Administrator
Lori Peel, Investigative Unit Manager
Nicholas Krema, General Counsel
Rob McQuade, Legal Counsel
Greg Floyd, Financial Unit Manager
Pam Rebolo, Board Specialist

OTHERS PRESENT: Kira Burgess Elmer, Licensee
Steven Moody, Idaho State University
Beronica Salazar, Northwest Nazarene University

The meeting was called to order at 8:30 AM MDT by Dennis M Baughman, LCPC.

Dr. Moro made a motion to amend the agenda as stated. It was seconded by Dr. Zitzman. Motion carried.

APPROVAL OF MINUTES

Mr. Lanzet made a motion to approve the minutes of 5/28/20, as amended. It was seconded by Ms. Kammer. Motion carried.

COMPLAINT MEMORANDUM

Ms. Peel gave the investigative report, which is linked above.

EXECUTIVE SESSION

Dr. Moro made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to retain a license or registration. It was seconded by Dr. Zitzman. The vote was: Mr. Lanzet, aye; Ms.

Kammer, aye; Dr. Moro, aye; Dr. Zitzman, aye; and Mr. Baughman, aye. Motion carried.

Dr. Moro made a motion to come out of executive session. It was seconded by Ms. Kammer. Motion carried.

DISCIPLINE

Dr. Moro made a motion to close case numbers COU-2020-3 and COU-2020-4 with an advisory letter. It was seconded by Ms. Kammer. Motion carried.

FOR BOARD DETERMINATION

Dr. Moro made a motion to approve the Division's recommendation and authorize closure in case number I-COU-2020-2. It was seconded by Dr. Zitzman. Motion carried.

LAWS AND RULES

Mr. McQuade presented a draft of the proposed changes in Rule 300 for endorsement. He stated that Mr. Lanzet and Ms. Kammer had worked on a subcommittee to address barriers to licensure. Mr. Lanzet made a motion to forward the proposed rule change; to authorize Division staff to edit the endorsement application; and have Ms. Kammer review the application changes if the temporary rule becomes effective immediately. It was seconded by Dr. Zitzman. Motion carried.

FINANCIAL REPORT

Mr. Floyd gave the financial report, which indicated that the Board had a cash balance of \$101,593.93 as of 6/30/20.

BOARD CONTRACT

Mr. Crema reviewed the Board contract with members of the Board. Ms. Kammer made a motion to accept the 2021 contract once the Board reviews the addendum at the next Board meeting and authorize the Board chair to sign. It was seconded by Dr. Zitzman. Motion carried. Mr. Lanzet abstained from the vote.

DIVISION BUSINESS

The Board reviewed the To Do List and no action was taken.

BOARD BUSINESS

VERIFICATION OF SUPERVISION FORM

Dr. Zitzman made a motion to have the notary signature removed from the Verification of Supervision form. It was seconded by Dr. Moro. Motion carried.

EXCEL SPREADSHEET FOR APPLICATIONS

The Board discussed having an additional spreadsheet for the Licensed Clinical Professional Counselor (LCPC) application. Ms. Kammer made a motion to have Dr. Moro work with Division staff to create an Excel spreadsheet for the LCPC application and post to the Board's website.

CONTINUING EDUCATION APPROVAL APPLICATION FEE

The Board requested that Mr. McQuade draft a rule to initiate a fee for the continuing education approval application to review at the next Board meeting.

INVOICE AASCB

Mr. Lanzet made a motion to pay \$900.00 for association fees to the American Association of State Counseling Boards. It was seconded by Dr. Zitzman. Motion carried.

CORRESPONDENCE

The Board reviewed correspondence from Kira Burgess Elmer regarding national practice guidelines for mental health professionals who practice in court-involved roles. The Board directed the Division to respond directing Ms. Elmer to the Board's laws and rules applicable to each individual situation.

BOARD ELECTION

Dr. Moro made a motion to re-elect Mr. Baughman as chair and Dr. Zitzman as vice-chair. It was seconded by Ms. Kammer. Motion carried.

EXECUTIVE SESSION

Dr. Zitzman made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to consider documents relating to the fitness of an applicant to be granted a license or registration. It was seconded by Mr. Lanzet. The vote was: Ms. Kammer, aye; Dr. Zitzman, aye; Dr. Moro, aye; Mr. Lanzet, aye; and Mr. Baughman, aye. Motion carried.

Ms. Kammer made a motion to come out of executive session. It was seconded by Dr. Moro. Motion carried.

NEXT MEETING was scheduled for October 22 at 8:30 AM MDT.

ADJOURNMENT

Ms. Kammer made a motion to adjourn the meeting at 12:55 PM MDT. It was seconded by Dr. Moro. Motion carried.

Dennis M Baughman, LCPC, Chair